## The Judicial College of Maryland Judicial Education 2017 Registration Process



## **Populations involved:**

Sitting judges – require approval from administrative judge Magistrates – require approval from administrative judge Recalled judge – no approval required Orphan's Court Judge – no approval required

## **Hours Required**

Attend 12 hours of continuing judicial education courses annually

## Judicial Education Course Registration Procedures with CONNECT:

- 1. The course catalog will be posted on the Judicial Education website beginning late June 2016
- 2. Sitting judges and magistrates review the course catalog and submit to their administrative judge or designee their preferences for the two complete days of classes, plus two complete alternate days by July 31st
- 3. Registration will not be open until August 15th
- The administrative judge for the local court reviews her/his judges course requests and determines what courses each judge could attend based on their preferences and the needs of the Court
- 5. Sitting judges and magistrates are registered by administrative judge or designee no later than August 31st.
- 6. The approved courses are returned to the sitting judges by the administrative judge.
- 7. Recalled Judges and Orphans Court judges will select two complete days of classes, plus two complete alternate days. Since no approval is required, they will hold these class options and have them ready for registration to open for them beginning August 31st.
- 8. Recalled judges and Orphan's Court judges register themselves or can seek assistance from the Judicial College or Court that they are attached to.